

WILD RICE WATERSHED DISTRICT

11 East 5th Avenue – Ada, Minnesota 56510
Phone (218) 784-5501

REGULAR MEETING

1. A regular Meeting of the Wild Rice Watershed District (WRWD) Board of Managers was held on **Wednesday, June 8, 2005** at 8:30 a.m. at the District Office located at 11 5th Ave East, Ada MN 56510. WRWD Managers present were: Diane Ista, Steve Dalen, Jim Skaurud, Warren Seykora, Joe Spaeth, Robert Wright and Jim Wagner, Sr. Others attending included: Jerry Bents, Houston Engineering (H.E.), Mark Aanenson, Acting Administrator, (H.E.), Tim Halle, Publicist, Loretta Johnson, recording secretary.
2. Chairman Seykora called the meeting to order at 8:40 a.m.
3. **Approval of Agenda – Corrections – Additions – Approval**
Manager Skaurud suggested the addition of the Permit submitted by the City of Gary. **Motion** by Manager Spaeth to approve the addition. **Seconded** by Manager Wright. **Carried.**
4. **Review of Regular and Special Meeting Minutes**
 - The Board reviewed draft minutes for the April 5, 2005 WRWD special meeting. **Motion** by Manager Ista to approve the minutes with the following changes:
 - Paragraph 13 line 4. Add “Manager Skaurud disagreed” to the end of the sentence ending with “Mr. Hanson.”
 - Paragraph 26 line 5 should read “Managers Wright, Wagner, Dalen and Ista voted yes and Manager Skaurud, Spaeth and Seykora opposed.”**Seconded** by Manager Dalen. **Carried.**
 - The Board reviewed draft minutes for the April 8, 2005, WRWD Flood Storage Meeting. **Motion** to approve by Manager. **Seconded** by Manager Wright. **Carried.**
 - The board reviewed draft minutes for the April 11, 2005 WRWD special meeting. **Motion** by Manager Dalen to approve minutes with the following changes:
 - Paragraph 14 line 4 add “Board of” in front of Managers.**Seconded** by Manager Wagner. **Carried.**

The Board reviewed draft minutes for the April 13, 2005 WRWD regular meeting. **Motion** by Manager Wright to approve the minutes with the following changes:

 - Paragraph 12, line 13 “this Board” to “the Board” and remove “to retain legal counsel”
 - Paragraph 12 remove “Ista also stated that board members have violated the open meeting law consecutively”
 - Paragraph 13 line 2 remove “before spring”
 - Paragraph 14 replace “Option 4” with “Option 3”
 - **Seconded** by Manager Wagner. **Carried.**

5. **Financials**

- Doug Marcussen presented April financial report. **Motion** by Manager Wright to approve the April financial report. **Seconded** by Manager Wagner. **Carried.**
- Doug Marcussen presented May financial report. **Motion** by Manager Spaeth to approve the May financial report. **Seconded** by Manager Skaurud. **Carried.**
- Doug Marcussen presented monthly billings. **Motion** by Manager Skaurud to approve the monthly billings. **Seconded** by Manager Wright. **Carried.**

6. **Update on 2004 audit**

Doug reported to the Board that auditors are working on Gasby and the depreciation value. He emphasized the fact that it is a new and important issue. It's the first time this has been required and it will take time for Doug to recreate the data but is assuming that he will have a draft available to mail by the next meeting.

7. **River Watch**

Wayne Goeken presented to the Board a power point presentation on the River Watch program. He explained how the Watershed would work with the local school districts within the District and come up with a team approach with the schools to getting started with the program. The purpose of the River Watch program is to collect baseline chemical and biological data to assess water quality in local waterways which includes turbidity of the water to determine sediment and the clarity of the water. Another objective of the program is to promote greater awareness and understanding of watersheds and land and water practices affecting water quality through local hands-on, real-world monitoring and education. **Motion** by Manager Ista to purchase up to \$6,000 for equipment and staff to coordinate the monitoring program. **Seconded** by Manger Dalen. **Carried.**

8. **Eugene Vik Permit – Install Culverts - Section 36, Hegne Twp, Norman County**

Eugene Vik, Chuck Hopwood, Larry Lelm, Dwight Heitman, Jim Olson, Bruce Tufte, Eric Dyr Dahl, Brian Borgen, Steve Jacobson, Dick Ambuehl, Perry Ellingson and Mario Vik arrived with concerns to flooding and washing out of roads on or related to their land. Eugene Vik has submitted a permit to install culverts in Section 36 of Hegne Township which he feels would alleviate the problem. They as a group asked for assistance from the Board on what steps need to be taken to get this situation under control. It is the landowners desire to have the improvements to prevent this problem be included in Project 31 which would mean all costs incurred i.e. hydraulic study, petition bonding etc be paid out of that fund (**CLARIFICATION**). After much discussion it was left for Eugene to decide whether he wants to continue with the original permit or meet with landowners and petition for the improvements to be included in Project 31. In the meantime, if the landowners want to petition, this process can be started at anytime. **Motion** was made by Manager Dalen to table the permit and provide Eugene Vik with a letter explaining what he needs to provide to the Board before the original submitted permit can be approved. **Seconded** by Manager Wagner. **Carried.**

9. **Darcy Braaten – Install Field Crossing – Section 35, Felton Twp, Clay County**

Darcy was scheduled to come in to further discuss his application for a purposed installation of a field crossing. He was previously asked to provide the Board of Managers a hydraulic analysis along with other requested information. After reviewing the information, Jerry Bents (H.E.) suggested that Braaten be given instructions on how the Board would like to see the work done and if possible have Mike Buerkley, Tech (H.E) stake the elevations. The other option was to have Braaten submit a revised application. **Motion** was made by Manager Skaurud to approve the permit with the following conditions:

1. Install the pipe within one foot of the original ditch grade
2. Contact Mr. Mike Burkley from Houston Engineering for assistance in determining the original ditch grade (701-371-9866).
3. Future maintenance of the culvert and crossing will be completed by the landowner.

Seconded by Manager Dalen. **Carried.**

10. **PERMIT APPLICATIONS**

1. **Dwight Bitker**

Installation of culvert in Section 22 of Lockhart Twp in Norman Cnty

Installation of culvert in Section 23 of Lockhart Twp in Norman Cnty

Concerned landowners have notified the Watershed regarding this proposed work.

Motion was made by Manager Spaeth to table the permit until downstream landowners are notified. **Seconded** by Manager Wright. **Carried.**

2. **Earl Pederson**

Install tile and lift station – Section 24, Bear Park, Norman Cnty

Motion was made by Manager Wagner to approve permit with the following conditions:

Seconded by Manager Spaeth. **Carried.**

3. **Gene Ueland**

Move culvert in Section 29, Good Hope Twp, Norman Cnty

Motion was made by Manager Spaeth to approve the permit application. **Seconded** by Manager Skaurud. **Carried.**

4. **Dalen Thronson**

Move driveway in Section 22, Home Lake Twp, Norman Cnty

Motion was made by Manager Wright to approve permit application. **Seconded** by Manager Skaurud. **Carried.**

5. **Ty Ellefson**

Install tile without lift station in Section 22, Home Lake Twp, Norman Cnty.

Motion was made by Manager Skaurud to approve application with the condition that Jeff Upsahl agrees with purposed work by Ellefson and approval is received from the NRCS. **Seconded** by Manager Ista. **Carried.**

6. Eugene Hanson

Change pipes from 24" to 36 in Section 28, Sundal Twp, Norman Cnty.

Motion was made by Manager Skaurud to approve permit application. **Seconded** by Manager Spaeth. **Carried.**

7. Mahnomon County Hwy Dept

Reconstruction of CSAH 10 from CSAH 5 to CSAH 9 in Sections 3,9,10, 15&16 – Pembina Twp, Mahnomon Cnty

After discussion and recommendation from Jerry Bents (H.E.) **Motion** was made by Manager Ista to table permit application until July meeting after landowners are notified of proposed work. **Seconded** by Manager Wright. **Carried.**

8. City of Gary

Request for consideration to petition the City of Gary into Project 12. **Motion** was made by Manager Spaeth to have Mark Aanenson, Interim Administrator, look into in more detail. **Seconded** by Manager Wagner. **Carried.**

9. Norman County Hwy Dept

Installation of entrance and culvert in Section 14, Green Meadow Twp, Norman Cnty.

Motion was made by Manager Wagner to approve permit application. **Seconded** by Manager Ista. **Carried.**

10. Popple Grove Twp

Installation of culvert in Section 10 & 11, Popple Grove Twp, Mahnomon Cnty.

Motion was made by Manager Spaeth to table the permit application pending further information including a hydraulic analysis. **Seconded** by Manager Wright. **Carried.**

11. LIDAR MAPPING

Mick Alm (Norman County Engineer) reported that FEMA has granted Norman County \$500,000 for LIDAR mapping and recommended that the District seriously consider getting involved in this project since it would benefit the District in many ways. He told the Board that he will let them know of upcoming meetings so they can participate in what FEMA has to offer.

12. COMPLAINTS – VIOLATIONS INVESTIGATIONS

13. J.D. #53, Lat 2, Section 31, Good Hope Twp

Rock on Right-of Way. Mark Aanenson (H.E.) reported that he has reviewed this situation and affirmed that Gene Ueland is in violation. **Motion** was made by Manager Skaurud to have Wambach/Hanson Law Office send him a letter stating that he will need to remove the rocks and restore the area to its previous state. He suggested that they set a deadline of August 1, 2005, and would be responsible for the cost. **Seconded** by Manager Ista. **Carried. (LOOK AT THIS)**

14. **Bear Park Township**

There was a complaint filed in Section 19, Bear Park Twp by Steve Krogstad. He is requesting restoration immediately on the work that was performed by Chris Moteberg and Mervyn Sirjord. Jerry Bents (H.E) was asked to notify Attorney Hanson to send a letter informing them that the District doesn't have jurisdiction and they will have to take legal action if necessary. **Motion** was made by Manager Wright to notify Attorney Hanson of this situation. **Seconded** by Manager Spaeth. **Carried.**

15. **UNFINISHED BUSINESS/OLD BUSINESS**

Motion was made by Manager Wagner to schedule a special meeting for the Board of Managers for Wednesday, June 22, 2005, to review application submitted to the District for the Administrator position. **Seconded** by Manager Wright. **Carried.** It was agreed that due to the Red River Watershed Management Board meeting taking place later that afternoon the meeting will reconvene on Thursday, June 23 to discuss the City of Gary permit application and to review the Watershed's purposed Personnel Manual. **Motion** was made by Manager Wright to include Jerry Bents and Mark Aanenson on these meetings for their professional opinion. **Seconded** by Manager Skaurud. **Carried.**

16. **PROJECT 9**

o ***Germolus Discussion***

John Germolus has petitioned to clean sediment that has collected along the bottom and sides of the banks along Project 9 in Sections 24 and 25 of Mary Twp. **Motion** was made by Manager Ista to include evaluation of channel in Sections 24 and 25 of Mary and Sections 30 and 31 of Winchester Townships. **Seconded** by Manager Wagner. **Carried.**

o ***South Branch – Winchester Twp***

Bid were opened on Monday, June 6, 2005 for the cleaning of South Branch in Sections 31-35 of Winchester Twp. There were 11 bids submitted and the lowest bid came in at \$499,980 by Midwest Seeding of Middle River. Jerry Bents (H.E) would like to see agreements from the landowners for the use of the topsoil along this project. **Motion** was made by Manager Skaurud to accept the lowest bid contingent on the above stated landowner agreement per approval from Attorney Hanson. **Seconded** by Manager Ista who included in the motion that if a problem arises with the initial accepted bid the 2nd lowest bid be accepted. **Carried.**

Project Scheduling/Bond Sale

17. **HEIBERG DAM**

Engineer Bents (H.E.) informed the board that after a discussion with Henry Van Oflen that the Environmental Assessment (EA) for Heiberg Dam hasn't been published yet. **Motion** was made by Manager Ista to advertise for bids on the Heiberg Dam Project. **Seconded** by Manager Skaurud. **Carried.**

18. **Motion** was made by Manager Skaurud authorizing Elroy to file a declaratory judgment regarding the acquisition of Furuseth's land which is necessary for the Heiberg Dam project.. **Seconded** by Manger Wright. **Carried**.

19. **NORMAN COUNTY ACQUISITIONS – STATUS UPDATE**

Roger Lee's appraisal comparison was completed by Les Trnka. **Motion** was made by Manager Wagner to accept Trnka's appraisal of \$87,000. **Seconded** by Manager Ista. **Carried**.

20. **Motion** was made by Manager Ista to give Kenny Kesselberg and Roger Lee two (2) weeks to respond to the Watershed regarding their acquisitions. **Seconded** by Manager Spaeth. **Carried**.

21. **Motion** was made by Manager Wagner authorizing payment of pay request #1 (DR 1370) demolition 2002 to Taggart Construction in the amount of \$11,025 for the Thomas, Wagner and Borge properties. **Seconded** by Manager Skaurud. **Carried**

22. Dolores Adkins requested that the Ada Area Promotions Committee be scheduled on a future agenda to discuss a possible boat landing on the acquisition of Wagner by Hwy 9 Jerry Bents (H.E) reported that there been questions on this and that Attorney Hanson is looking into it.

23. **Motion** was made by Manager Wagner for payment of J.D.#51 Pay Request # in the amount of \$8,900.05 to Visser Trenching. **Seconded** by Manager Skaurud. **Carried**.

24. Jerry Bents (H.E) is reviewing the benefits of the Upper Reaches project and reported that we are currently at a deficit of \$93,000. The only way to recoup this is to assess 50K per year or if there is a presidential disaster which would be 100% of the benefits or hold a hearing to assess more. There was discussion about having a hearing at the August meeting to review the current financial situation and act on one of the following: Complete a 1 year assessment for the full amount of \$117,788.73 or complete a re-determination of benefits which would be initiated by the board. **Motion** was made by Manager Ista to schedule a hearing to make a decision on re-determination of benefits for landowners in the Upper Reaches project. She emphasized that the hearing will be to discuss the possibility to asses 100% for this year and the re-determination of benefits in the future. **Seconded** by Manager Wagner. **Carried**.

25. **SPRAYING AND MOWING**

Motion was made by Manager Skaurud to accept the Lakeman bid for mowing at with an hourly rate of \$75.00 with a minimum of 150 hours. **Seconded** by Manager Wright. **Carried**.

26. **Motion** was made by Manager Ista to accept the bid from Agassiz Land Management for spraying of District ditches and projects. Mark Aanenson (H.E)

suggested applications clarify chemical with Ray Reading of Agassiz Land Management prior to spraying. **Seconded** by Manager Skaurud. **Carried.**

WILD RICE WATERSHED BOARD OF MANAGERS MEETING RECONVENED THURSDAY, JUNE 9, 2005

All member of the Board were present.

Meeting was called to order at 1:00 pm.

28. WILD RICE RIVER FEASIBILITY STUDY

Jerry Bents (H.E) updated the Board regarding the COE meeting that took place Monday, June 6, 2005, in St. Paul. Warren, Diane, Jim Skaurud and Jerry Bents met with Nan Bischoff and as of now the plan is to present the cost estimates and the possible options at the July meeting. At this point they will also know what options will continue to receive support for federal funding. There will be a public informational meeting Thursday, September 8, 2005, at 7:00 p.m. to discuss Phase I and Phase II of this project. Nan was asked to provide the Board with a breakdown of the COE costs to date and to present an Administrative budget at the July meeting. H2M and Rinke Noonan will be contacted to determine the outstanding costs with them also.

29. SOUTH BRANCH STORAGE EVALUATION

Engineer Bents (H.E) presented the Board with information on the South Branch Storage Project. The purpose of the storage evaluation was to identify and analyze potential storage sites in the South Branch of the Wild Rice River Basin. 15 individual sites were identified and analyzed. The goal of the evaluation, as established by the WRWD Board of Managers was to identify projects or groups of projects that would provide a 30-40% reduction in the discharge at the outlet of the South Branch of the Wild Rice River. The WRWD Managers requested that additional emphasis should be placed on projects located within or above the beach ridge of the South Branch Basin. Alternative Plans 1 and 3 meet the 30-40% reduction goal at the outlet of the South Branch of the Wild Rice River by providing approximately 37% reduction in the 10-yr/4 day peak flow. Alternative Plan 2 provides only 28% reduction in the 10-yr/4 day peak flow however Alternative 2 provides additional reduction of peak flow in the upper reaches of the South Branch of the Wild Rice River (i.e. above beach ridge area) that is not obtained using Alternative Plans 1 and 3. The breakdown of probable costs is as follows:

PLAN	TOTAL COST	STORAGE ACRE-FT	COST PER ACRE-FT
1	\$15,822,560	18,312	\$864
2	\$18,395,506	16,432	\$1,119
3	\$20,941,028	21,311	\$983

30. **Motion** was made by Manager Ista to schedule a public meeting on the South Branch for 7:00 pm on July 20, 2005 at the Ulen VFW. **Seconded** by Manager Dalen. **Carried.**

MANAGER WRIGHT DID NOT TAKE PART IN THIS DISCUSSION.

31. **COE WRRFS CONTRACTS**

Motion was made by Manager Ista to contact H2M and ask them to voluntarily cancel their contract and upon approval use the money elsewhere. **Seconded** by Manager Wright. **Carried.**

32. Tim Halle, media information contractor, stated that he would like to sit down with the Board and get more input on where they want the focus of public information to go. The budget for the local WaterWise program is coming to an end and he would like some feedback from the board on where they would like to spend the rest of the money.

33. **UPPER FELTON DITCH STORAGE**

Jerry Bents reported to the Board that he will to submit a Step 1 proposal to the Red River Management Board for Option 3. Assuming a total project cost of 4.8 million dollars, the Red River Watershed Board cost per Star Value will be Approximately 12.39 dollars. **Motion** was made by Manager Wagner to authorize Engineer Bents to submit a step 1 submittal to the Red River Watershed Management Board. **Seconded** by Manager Spaeth. **Carried.**

34. **Brendamuhl Appraisal**

Motion was made by Manager Ista to have Les Trnka address the list of concerns Brendamuhl has regarding the appraisal on his land which is in the propped Upper Felton Ditch Storage area. **Seconded** by Manager Spaeth. **Carried.**

35. **Step 1 Submittal**

Motion was made by Manager Wagner to present a Step 1 submittal and for cost share funding to the RRWMB. **Seconded** by Manager Spaeth. **Carried.**

36. **FARMSTEAD RING DIKES**

The Norman County SWCD Wetland mitigation on Ruebke ring dike and Anderson Wetlands was estimated at 3 hours per year at \$50.00 per totaling \$150.00. The monitoring timeframe is typically 5 years. **Motion** was made by Manager Skaurud to accept Norman County SWCD's offer to complete the water monitoring with the stipulation that they send us a copy of the results at the end of each calendar year. **Seconded** by Manager Wagner. **Carried.** Engineer Bents gave a financial review of the ring dike program. His suggestion at this point was to send letters out to all initial ring dike applicants and determine who is still interested. **Motion** was made by Manager Ista to notify ring dike applicants. **Seconded** by Manager Wright. **Carried.**

37. **MONITOR READING**

Mark Anenson gave a short presentation on the goals and objectives of monitoring. He explained that there are two types of monitoring; one for baseline purposes which are programs such as the River Watch program that involve youth and used for educational purposes. The second type of monitoring is project monitoring. The purpose of project monitoring is to determine if the project being monitored is serving and maintaining its purpose. Agencies set parameters on permitting and closely monitor the project aspect of monitoring. The baseline type of monitoring is done basically for an educational purpose through youth or educational groups.

38. **NEW BUSINESS**
DITCH MAINTAINENCE

Ditch inspection forms have been sent out to the chairman on each ditch system. The Board will be provided an update at future meetings.

39. **MAWD REPORT**

Manager Wright provided a brief report on the Red River Watershed Management Board meeting.

40. **WRWD MAY PROJECT TEAM AGENDA**

Suggested agenda items for the Project Team meeting were: The Upper Felton Project and changing the O & M plan for the Lockhart Storage Project.

41. **MEETINGS/CONFERENCES/SEMINARS**
MAWD SUMMER TOUR

Will be held in Brainerd on June 23-June 25, 2005.

LIDAR MEETING

There was a LIDAR information meeting on June 8, 2005. Representatives from Houston Engineering attended. There will be more meetings scheduled in the future and Chairman Seykora requested Mick Alm to notify the Board of any upcoming meetings on LIDAR.

CREP ADMINISTRATORS MEETING

There will be a CREP administrators meeting on Tuesday, June 21, 2005.

42. **OTHER ISSUES – CONFERENCES – DISCUSSION**

The BWSR 50/50 Challenge Grant submitted by Houston Engineering for ditch mapping was approved. Engineer Bents will formulate and give copies to the board.

Motion was made by Manager Spaeth adjourned the meeting. **Seconded** by Manager Wagner. **Carried.**

43. Meeting adjourned at 4:05 and to reconvene on June 9, 2005

Jim Skaurud, Secretary